Data Analyst: Research & Impact
Position Description

Location: Irvine, CA
Reports To**:**   Director of Strategic Initiatives
Status: Exempt/Salaried; $66,560 - $86,639/year (DOE and 4 or 5 day workweek)
Schedule**:**   Monday – Friday; optional 4-day work week available; Remote
Benefits**:**   We offer excellent Benefit Plans including incremental PTO Plan; 15+ Paid
Holidays plus a Birthday Floating Holiday. 403b retirement plan with a match. Medical & Dental
insurance plans with majority paid by employer. Life Insurance and Employee Assistance
Program paid for by employer.

Would you like to go to work knowing that every day you'll be making a real difference in the
lives of at-risk people in your community? At Second Harvest Food Bank of Orange County
that's exactly what you'll be doing. Every moment of your workday will directly impact our
mission to provide food for those who need it, when they need it. **Come join our upbeat,
collaborative team who are improving lives every day by taking hunger off the table.**

We are committed to living out the Food Bank's core values of Integrity & Accountability, People
First, Compassion, Purpose Driven, and Stewardship in pursuit of our mission.

About Second Harvest Food Bank of Orange County
Second Harvest Food Bank's (SHFB) Vision: An Orange County with food and nutritional
security for all. Our Mission: In collaboration with our partners, we provide dignified, equitable
and consistent access to nutritious food, creating a foundation for community health. Since 1983
we have been a source of food security for all members of our community when they need our
help.

POSITION PURPOSE:
We are looking for a data savvy professional who can uncover and tell the story behind the
numbers to both technical and non-technical audiences. This position will be responsible for
researching, compiling, analyzing, modeling, and communicating purposeful data about food
insecurity, community impact, and internal reporting. The ideal candidate will have strong
technical, communication, and collaboration skills and a desire to use and understand both
quantitative and qualitative data.

ESSENTIAL JOB FUNCTIONS:
- Gather and analyze internal, external, and public datasets including, but not limited to,
  demographic and socioeconomic data from the U.S. Census Bureau, California
  Department of Education, Feeding America, partner distribution sites, and any other
  primary or secondary sources.
- Proactively manage research relationships.
- Create visually compelling presentations, reports, diagrams, and other documentation to
  illustrate community impact challenges and solutions for both internal and external
  stakeholders.
- Manage the OC Hunger Map (GIS/ESRI); provide insights on improvements.
- Responsible for compiling and completing all Feeding America monthly, quarterly, and
  annual reporting including, but not limited to the NAR, QPR and Pulse Reports.

- In collaboration with a project team, create a Service Assessment Tool to better understand and assess barriers and gaps in service used to inform an operational response plan grounded in equity and impact.
- In collaboration with a project team, develop and analyze data from qualitative research techniques such as focus groups, interviews or surveys to understand neighbor needs.
- Actively participate and advise as a member of the Orange County Hunger Alliance.
- Consolidate, cleanse, design, create, and standardize internal reports for strategic initiatives and department KPI's using a variety of platforms.
- Advise on database/operational processes as they impact critical reporting.
- Create models to identify trends and track changes across time.
- Execute all other reasonable duties as assigned.

POSITION QUALIFICATIONS:
- 2 years' experience in data analysis, evaluation or data management is required.
- Bachelor's degree or equivalent experience in data analytics, statistics, social science research, or another related field.
- Have a proven track record and passion for analyzing, communicating, modeling, mapping, and visualizing purposeful data with a collaborative and systematic approach to your work.
- Have a keen eye for detail and work to ensure accuracy.
- Ability to accurately estimate workload and output; consistently meet deadlines.
- Proven experience with large structured and unstructured datasets for analysis
- Proficiency with Tableau/BI tools, database/CRM, GIS/ESRI software and Excel highly valued.
- Hands-on experience with data pipelines, ETLs, data visualization tools and statistical analysis software.
- Skilled in presenting to staff, board, leadership or other community groups as needed.
- Fluency in English.

PHYSICAL DEMANDS/ENVIRONMENTAL FACTORS:
- Regularly required to stand, walk and use hands.
- Extended periods of sitting while working on computer.
- Remote position at home office.
- Occasional visits to community organizations in Orange County.
- Ability to visit Irvine office for internal meetings as needed.

Second Harvest Food Bank of Orange County, Inc. is an Equal Opportunity Employer.

To perform this job successfully, an individual must be able to perform each essential job function satisfactorily. The requirements listed above are representative of the knowledge, skills and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

To apply, visit https://feedoc.org/careers/